



**DeKalb County Police**

1960 West Exchange Place

Tucker, Georgia 30084

(770) 724-7474

July 19, 2018

Emma Best  
MuckRock News  
DEPT MR 56353  
411-A Highland Avenue  
Somerville, MA 02144-2516

**Re: Georgia Open Records Request – Matter #26-44397-18**

Dear Ms. Best:

Thank you for your request to review County records. On July 16, 2018, I received your Open Records Act request for the following documents or records:

*“...any internal manuals, instructions, forms or checksheets for how the law enforcement agency processes records request.”*

After reviewing your request, it has been determined that more information is needed to provide the copy documents you might be seeking to obtain, such as being **more specific as to what records requests you are addressing**.

**Note:** Open records request(s) are accepted via e-mail, all other correspondence are via mail (USPS).

The County and its official and departments do not produced documents or records that are protected by the attorney-client privilege or the attorney work product doctrine under Georgia or federal law or that are otherwise exempt from production under the Georgia Open Records Act. The County expressly reserves and does not waive any statutory exemptions from disclosure provided by O.C.G.A. § 50-18-72, et seq. and other applicable laws.

Sincerely,

Ruth Bunsie  
Administrative Assistant of Open Records  
Office of the Chief of Police

